

## Organ and Tissue Donor Awareness Board

Appoquinimink State Service Center, Middletown, Delaware

Monday, November 19, 2018 10:07 a.m. – 11:35 a.m.

**Members Present:** J. Quirk, M.S. Jones, J. Weinstock (phone), J. Fredel, M. Wagner, J. Hammond, H. M. Lau, J. Swanson (phone), A. Anthony

**Guests:** T. Franzen, C. Duran

**Excused:**

**Staff:** M. Mendoza

<b><u>TOPICS</u></b>	<b><u>LEADER</u></b>	<b><u>DISCUSSION SUMMARY</u></b>	<b><u>ACTIONS OR PLAN</u></b>
<b><u>1. Review of Agenda</u></b>	J. Quirk	The meeting was called to order at 10:07 and agenda was accepted.	Motion by J. Fredel, second by M. Lau
<b><u>2. Announcements and Introductions</u></b>		C. Duran (Gift of Life Volunteer Coordinator) was introduced and welcomed to the meeting.	---
<b><u>3. Consent Agenda</u></b>	J. Quirk	The Consent Agenda was approved with the exclusion of the GOL Activity Report which will be shared with members by email.	Motion to accept the Consent Agenda by J. Fredel, second by M. Lau.
<b><u>4. Old Business</u></b>			
a. Strategic Plan Completion	Board Members	<p>The Board agreed that the Plan would be worked on in the order the group selected using the Survey Monkey, starting with “Increase partnerships and level of engagement”.</p> <ul style="list-style-type: none"> <li>The Board discussed ways to increase donor awareness through the DMV’s and how they could bring the Sussex County number of designated donors up.</li> <li>One idea was to invite the Board to come to some DMV events to set up a table to help spread donor awareness.</li> <li>They also discussed utilizing public libraries to help spread donor awareness.</li> </ul>	<p>Reporting on Plan progress will be added as a standing agenda item.</p> <p>Motion to accept the order of the strategic plan was called by M. Wagner and seconded by J. Weinstock</p>
b. Additional Old Business	M. Wagner T. Franzen	<p>M. Wagner and T. Franzen completed the high school student scholarship contest application and presented it to the teachers. The application is also online. They are hoping to get 10 – 15 participants.</p> <ul style="list-style-type: none"> <li>The payment process for the video contest scholarship funds was discussed. A Letter of Agreement will be done between the Delaware Driver and Safety Education Association (DDSEA) and OTDAB to transfer \$5000 from the OTDAB Trust Fund to the Association so they can distribute the prize money to the winners.</li> </ul>	The Office of EMS will draft the Letter of Agreement.
<b><u>New Business</u></b>			
a. Election of New Officers	J. Quirk	The Board voted to accept the two new officers who volunteered for the positions, J. Fredel, Chair and M. Wagner, Co-chair.	Motion to accept the slate by J. Weinstock, seconded by MS. Jones
b. Legislative Update	Members	No updates at this time.	-----

c. Grant in Aid (GIA)	MS. Jones	<ul style="list-style-type: none"> <li>• A representative from the Controller General Office (A. Jenkins) stated to MS Jones that current GIA OTDAB funds will be restored directly to OTDAB.</li> <li>• He also said that only 501c3 organizations are permitted to apply for GIA funding. He recommended that GOL include OTDAB as a program in their application.</li> <li>• In the meantime J. Weinstock is willing to draft a Letter of Agreement stating that the GIA money sent to GOL is earmarked for OTDAB use authorized by the Board.</li> </ul>	<p>MS. Jones will try to get a written statement from Mr. Jenkins that OTDAB funding will be restored.</p> <p>M. Mendoza will send T. Franzen a copy of the draft OTDAB Grant in Aid application to assist in filling out the OTDAB part of the GOL GIA application.</p> <p>LOA to be signed between OTDAB and GOL on how OTDAB GIA funds are to be utilized.</p>
<p><b><u>Adjourn:</u></b> M. Jones moved to adjourn the meeting and J. Fredel seconded the motion. The meeting adjourned at 11:35 a.m.</p> <p><b>Next meeting will be held on Monday, February 11, 2019, 10:00 a.m. to 11:30 a.m., at the Appoquinimink State Service Center, Middletown.</b></p>			